

# WEBB COUNTY, TEXAS

# COMMISSIONERS COURT AGENDA

# LOUIS H. BRUNI

Webb County Judge (956) 523-4600

#### **JERRY VASQUEZ**

Commissioner, Precinct 1 (956) 523-4617

#### JUDITH G. GUTIERREZ

Commissioner, Precinct 2 (956) 523-4624

#### FELIX VELASQUEZ

Commissioner, Precinct 3 (956) 523-4625

#### DAVID R. CORTEZ

Commissioner, Precinct 4 (956) 523-4653

#### MARGIE IBARRA

Webb County Clerk (956) 523-4251

#### **HOMERO RAMIREZ**

Webb County Attorney (956) 523-4044

#### LEO FLORES

Webb County Auditor (956) 523-4016

# **PUBLIC NOTICE**

COMMISSIONERS COURT MEETING WEBB COUNTY COURTHOUSE 1000 HOUSTON STREET, 2<sup>ND</sup> FLOOR LAREDO, TEXAS 78040 May 24, 2004 1:00 p.m.

- 1. CALL TO ORDER BY JUDGE, LOUIS H. BRUNI
- 2. ROLL CALL BY MARGIE IBARRA, COUNTY CLERK
- 3. PLEDGE OF ALLEGIANCE
- 4. APPROVAL OF MINUTES FOR APRIL 26, 2004.
- 5. APPROVAL OF BILLS, PAYROLL AND MONTHLY REPORTS
- 6. COMMUNICATIONS
- **7. PUBLIC COMMENT-** This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member will be allowed a total of three (3) minutes within which to make any/all public comments.

#### COURT TO DISCUSS AND ACT ON THE FOLLOWING:

# LOUIS H. BRUNI, WEBB COUNTY JUDGE

- **8.** Status report on Bridge Project and any matters incident thereto.
- Status report on upkeep/maintenance of Webb County parking lots with discussion and possible action to order specific maintenance procedures.
- **10.** Status report on the Webb County Arrestee Drug Abuse Monitoring (ADAM) Program by Ms. Olga Paez, Director.

## **JERRY VASQUEZ, COMMISSIONER PRECINCT 1**

- **11.** Discussion and possible action to authorize the purchasing agent to solicit requests for qualifications for the Indigent Health Care Director.
- **12.** Discussion and possible action regarding the status of the payroll audit authorized by Commissioners Court on October 15, 2003 and being carried out by the county's external auditors, Mejia & Company, P.L.L.C.

# **JUDITH G. GUTIERREZ, COMMISSIONER PRECINCT 2**

**13.** Discussion and possible action to ratify a proclamation declaring May 10-15, 2004, as National Historic Preservation Week.

# DAVID R. CORTEZ, COMMISSIONER PRECINCT 4

- 14. Discussion and possible action to authorize the Economic Development Department to seek grant funds for the construction of a building or expansion of an existing building to house the Webb County Indigent Services Department and to identify this potential project as a high priority in 2004.
- **15.** Discussion and possible action to appoint Francisco X. Salinas as Webb County Indigent Health Care Director.
- **16.** Discussion and possible action to fill slot # 1526 Deputy Director Indigent Health Care Program effective May 25, 2004.

**17.** Discussion and possible action to move the Commissioner's Court Meeting scheduled for June 14, 2004 to June 7 or June 8, 2004.

# **COMMUNITY ACTION AGENCY**

- 18. Discussion and possible action to approve "Category B" Elections, as per the Governing Regulations of the Advisory Board of the Webb County Community Action Agency due to current vacancies (the Advisory Board shall be composed of membership that complies with the Community Social Services Block Grant Policy Issuance # 95-2.2 dated May 17,1995. The "Category B" shall consist of members who will be elected by the residents in the areas of the County they will represent). Elections will be held in June 2004, for Representatives and Alternates for the areas Mother Cabrini and Buenos Aires. '
- 19. Discussion and possible action to approve the submission of the annual budget plan, general order and public notice, for the Community Service Block Grant (CSBG) to the Texas Department of Housing and Community Affairs (TDHCA), for FY 2004, in the amount of \$456,227.00. This includes the "final" allocation/installation of \$228,114 that was received on April 15, 2004.

# **CONSTABLE PRECINCT 2**

**20.** Discussion and possible action to authorize the following line item transfers:

From: 001-2503-6403 – Vehicle Maintenance \$ 500.00

001-2503-6402 - Equip. Maintenance \$1,000.00

To: 001-2503-6202 – Uniforms \$ 500.00

001-2503-6204 – Fuel & Lubricants \$1,000.00

# **CONSTABLE PRECINCT 4**

21. Discussion and possible action to approve the transfer of one 1998 Lincoln Navigator Vin. No. 5LMPU287WLJ5 from the District Attorney's Office to the Webb County Constable Precinct 4.

### **COUNTY ATTORNEY**

- 22. Discussion and possible action to enter into a one year (May 1, 2004 through May 31, 2005) Rural Transportation Federal Fund Grant Agreement (No. 51422F7159) with the State of Texas, acting through the Texas Department of Transportation, wherein Webb County accepts a grant amount not to exceed TWENTY-SIX THOUSAND NINE HUNDRED AND NINETY-FIVE DOLLARS (\$26,995.00) for the "El Aguila" Rural Transportation Program and authorizing the Webb County Judge to execute all relevant documents. This grant will be used for preventive maintenance expenditures. [Requested by Webb County CAA, "El Aguila" Rural Transportation Program]
- 23. Discussion and possible action to adopt the following procedures for the FY 2004-2005 Third Party Funding Applications: Adopting the Third Party Application Form; Designating June 21, 2004, as the submission deadline for completed applications; all applications must be submitted to the Chief Financial Officer in triplicate; the Chief Financial Officer is to determine the completeness of each application within five days of the final submission date and notify the applicant of an incomplete application; any application which has not been completed within seven calendar days of the Chief Financial Officer's notice of "incomplete application" shall be rejected; and any matters incident hereto.
- 24. Discussion and possible action to enter into a six (6) month lease agreement with Business Solutions of Laredo for a Minolta Di350 Copier for the Larga Vista Community Center at a cost of ONE HUNDRED AND FIFTY-EIGHT DOLLARS (\$158.00) a month and authorizing the Webb County Judge to sign all relevant documents. [Account # 001-6103-6402 Equipment Maintenance]
- 25. Discussion and possible action to authorize, by order, the Webb County Commissioners Court oversight concerning all expenditures made by incumbent county and precinct officers who were not renominated to their respective county or precinct office pursuant to section 130.908 of the Texas Local Government Code. [Requested by County Attorney]

- 26. Discussion and possible action to enter into a contract with Gonzalez Engineering & Surveying, Inc., for engineering design services and construction engineering services for the TxDot Border Access Colonias Project in the City of El Cenizo, for the design of asphalt street paving, surfacing, resurfacing and storm drainage for the existing paved and unpaved streets (including soil and construction testing) in the amount of \$106,204.00 and authorizing the County Judge to sign all relevant documents. [Account # 671-8001-6023-6 Contract Services Design Phase Engineering]
- 27. Discussion and possible action to accept Webb County's share of distribution proceeds (21.5021%) from tax resale of the following real estate property: Lots 4 and 5, Block 1299, Eastern Division, Laredo, Webb County, Texas. The property is being bought by the City of Laredo for its Tinaja Creek Improvement Project. [Requested by Webb County Attorney]
- 28. Discussion and possible action to accept Webb County's share of distribution proceeds (22.04%) from tax resale of the following real estate property: Lots 7 and 8, Block 1299, Eastern Division, Laredo, Webb County, Texas. The property is being bought by the City of Laredo for its Tinaja Creek Improvement Project. [Requested by Webb County Attorney]
- 29. Discussion and possible action to enter into a non-financial cooperative agreement with the South Texas Food Bank for the Webb County Community Action Agency to act as a "pantry" for the distribution of USDA commodities supplied to the Community Action Agency by the South Texas Food Bank and authorizing the Webb County Judge to execute all relevant documents. [Requested by Community Action Agency]

- **30.** Discussion and possible action to enter into Memorandums of Understanding between Webb County and six (6) different agencies:
  - American Red Cross
  - Laredo Regional Food Bank
  - Community Action Agency
  - South Texas Development Council
  - Webb County Sheriff's Department
  - Webb County Economic Development Department

For the Webb County Americorps\*VISTA Project defining the responsibilities of each Agency and the Project station with respect to the assignment of various Americorps\*VISTA Members within each sponsoring agency and authorizing the County Judge to sign all relevant documents. [Requested by Economic Development]

- 31. Discussion and possible action to enter into a lease agreement between Webb County and Church of Christ in Christian Union for the Property situated at 3301 Main, in Laredo, Webb County, Texas for use as a Head Start Program Center for a term of one (1) year commencing on July 1, 2004 and ending on June 30, 2005, at a monthly rental of ONE THOUSAND ONE HUNDRED AND NINETY FIVE DOLLARS AND ONE CENT (\$1,195.01), and authorizing the County Judge to execute any and all relevant documents. [Head Start Program]
- 32. Discussion and possible action to terminate a lease agreement between Webb County for the Head Start Program and Lessor Jose Mario Flores for the property located at 1808 E. Commerce Drive, in Laredo, Webb County, Texas, originally executed on June 9, 2003, effective June 30, 2004 because the building is no longer suitable for the Head Start Program's office space needs and authorizing the County Judge to sign any and all relevant documents. [Head Start Program]

- 33. Discussion and possible action to enter into an Interlocal Cooperation Agreement with Laredo Independent School District to provide and to manage a School Resource Officer Program in L.I.S.D. under the COPS in Schools Program from the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS), for a duration of not less than four consecutive years (September 1, 2002 to August 31, 2006). L.I.S.D. agrees to pay Webb County a total of ONE HUNDRED AND FORTY-NINE THOUSAND ONE HUNDRED AND FIFTY-SIX DOLLARS (\$149,156.00) under the COPS-SRO Grant program and authorizing the County Judge to sign all relevant documents.
- **34.** Discussion and possible action to accept 11 rights of way, out of Pueblo Nuevo Subdivision, 5 out of Los Ranchitos 359 East Subdivision, and one (1) out of Laredo Ranchettes, Inc. Subdivision and authorizing the County Judge to sign all relevant documents.

# **COUNTY CLERK**

**35.** Discussion and possible action to authorize the following line item transfers:

From: 001-1120-5001 – Payroll \$15,270.00

009-1120-6022 – Pro. Services \$ 3,000.00

To: 001-1120-5005 – Temp. Part Time \$15,270.00

009-1120-6011 – Training and Educ. \$ 3,000.00

# **COUNTY ENGINEER**

- **36.** Discussion and possible action authorizing the County Judge to execute a 12 foot utility easement with AEP/CPL for the 2.4 million gallon per day water treatment plant.
- 37. Discussion and possible action authorizing Change Order # 1 to Jimmy Closner & Sons Construction Co. contract in the amount of \$7,270.00, increasing the contract to a total of \$1,500,289.80. This will add ten gate valves to the project of the replacement of 2", 4" & 6" water lines with 8" water lines and the installation of fire hydrants in El Cenizo. [Funding from Texas Water Development Board Grants]

- 38. Discussion and possible action authorizing Change Order # 1 to Satterfield & Pontikes Construction, Inc., in the amount of \$11,964.80 for permit fees that the City of Rio Bravo overcharged for issuing a permit for the construction of a 2.4 million gallon per day water treatment plant. This action is subject to the Texas Water Development Board's approval. [Account # 648-8006-8801-11 Capital Outlay – Water]
- 39. Discussion and possible action authorizing Change Order # 1 to Ramos Industries, Inc., decreasing the contract of \$4,399,326.00 by \$64,892.41 for a total of \$4,334,433.59. This project is an expansion of 850,000 gallons per day to the existing 650,000 gallons per day waste water treatment plant which will give it a capacity of 1,500,000 gallons per day. This action is subject to the Texas Water Development Board's approval.

# **DISTRICT ATTORNEY**

**40.** Discussion and possible action to authorize the following line item transfer:

From: 001-1100-6022 – Pro. Services \$4,000.00

To: 001-1100-5601 – Administrative Travel \$4,000.00

# **ECONOMIC DEVELOPMENT**

**41.** Discussion and possible action to authorize the following line item transfer:

From: 001-0104-6402 – Equip. Maintenance \$200.00 001-0104-6403 – Vehicle Maintenance \$200.00

001-0104-6011 – Training & Educ. \$300.00

To: 001-0104-6005 – Postage \$400.00

001-0104-6205 - Materials & Supplies \$300.00

**42.** Discussion and possible action to approve Change Order # 1 to the C.G. Construction contract in the amount of \$10,000.00 for repairs to the El Cenizo Community Center. Funds are to be used out of the contingency account. [Account # 693-6109-8601 Construction in Progress]

43. Discussion and possible action to approve the submission of a grant application to the Texas Association of Regional Councils for a Citizen Corps Grant to provide training, equipment, and administrative support for the sustainability of Community Emergency Response Teams (C.E.R.T.) in the amount of \$15,000 and designating the Honorable Louis H. Bruni as the authorized official. This grant is at no cost to the County.

# **FACILITIES**

**44.** Discussion and possible action to authorize the following line item transfer:

From: 001-0106-6402 - Equip. Maintenance \$2,000.00

To: 001-0106-6403 – Vehicle Maintenance \$2,000.00

# **HEAD START**

**45.** Discussion and possible action to approve the Head Start Refunding Application for Fiscal Year 2004-2005 (September 1, 2004 through August 31, 2005) for a Grand Total of \$9,524,850 (Federal Share = \$7,619,880.00 and In-Kind = \$1,904,970).

# **JUSTICE OF THE PEACE, PRECINCT 3**

**46.** Discussion and possible action to authorize the following line item transfer:

From: 001-1043-6205 - Materials & Supplies \$1,000.00

To: 001-1043-6403 – Vehicle Maintenance \$1,000.00

# **JUSTICE OF THE PEACE, PRECINCT 4**

**47.** Discussion and possible action to authorize the following line item transfer:

From: 001-1044-6205 – Materials & Supplies \$300.00

To: 001-1044-6402 - Equip. Maintenance \$300.00

## MANAGEMENT INFORMATION SYSTEMS

**48.** Discussion and possible action to approve the following line item transfers:

From: 001-0500-6011 – Training and Educ. \$3,000.00

001-0500-6205 - Materials & Supplies \$2,025.00

To: 001-0500-6402 – Equipment Maint. \$5,000.00

001-0500-6005 – Postage \$ 25.00

## **PLANNING**

**49.** Discussion and possible action to issue "Certifications Regarding Compliance with Plat Requirements and the Connection of Utilities" to authorize utility connections to the following properties:

Connection(s) qualifying under Section 232.029 (i):

- 1. Tract 35, Ranchitos Los Fresnos Subdivision (electricity one dwelling only);
- 2. Lot 2, Block 15, Pueblo Nuevo Subdivision (electricity one dwelling only).

# **PUBLIC DEFENDER**

**50.** Discussion and possible action to authorize the following line item transfer:

From: 001-1102-5602 – Local Mileage \$700.00

001-1102-6950 – Investigation Exp. \$100.00

To: 001-1102-6402 – Equip. Maintenance \$800.00

# **PURCHASING AGENT**

**51.** Discussion and possible action to award/reject Proposal No. 2004-05 "Webb County Self-Help Center Service Provider."

- **52.** Discussion and possible action to award/reject bid for footwear for the Road and Bridge to Gateway Uniform Service, Inc. in the amount of \$7,116.60. [Account # 010-7002-6202 Uniforms]
- 53. Discussion and possible action to purchase six (6) dash mount mobile radio units for the Road and Bridge Department's new vehicles from the Houston Galveston Area Council in the amount of \$11,112.30. [Account # 661-7501-8801Capital Outlay Road and Bridge Improvements Series 2003]
- **54.** Discussion and possible action to award/reject Bid # 2004-54 "CAA Self-Help Center Margarita Munoz" and Bid # 2004-55 "CAA Self-Help Center Cecilia Mendiola" Rehabilitation Projects to Noah's Construction Company in the amount of \$33,631.00. [Account # 504-6500-7037-03 Contractual-Housing Rehabilitation]
- **55.** Discussion and possible action to purchase four (4) digital copiers in the amount of \$17,060.00 (\$4,265.00 each) for the Rio Bravo, El Cenizo, Larga Vista, and Mirando City Community Centers from Unitech Business Solutions. [Account # 682-8108-8801 Capital Outlay Series 2001 (Balance \$7,817.70) and Account # 696-8007-8801 Capital Outlay Series 2002 (Balance \$20,537.03)]
- **56.** Discussion and possible action to award/reject Bid # 2004-50 "Youth Village Land Acquisition."
- **57.** Discussion and possible action to purchase the following equipment from account # 660-0600-8801 Capital Outlay Series 2003

DESCRIPTION:	VENDOR:	PRICE:
<ul><li>(1) F-320 Facimile</li><li>(1) Risograph RP 2530</li><li>(1) Laser Printer</li><li>(2) Computers</li><li>(1) Pallet Jack</li><li>(1) Supply Cart</li><li>(1) Narrow Rolling Ladder</li></ul>	Muratec America Inc. Riso Inc. Larry Norton Inc. Larry Norton Grainger Grainger Grainger	\$ 1,561.00 \$ 7,477.00 \$ 392.00 \$ 2,883.00 \$ 405.00 \$ 260.00 \$ 370.00
	GRAND TOTAL:	\$13,348.00

**58.** Discussion and possible action to purchase vehicle accessories for the Sheriff's Department fleet from the following vendors from account # 660-2001-8801 Capital Outlay Series 2003 (Balance \$24,029.00) and account # 168-2001-8801 Capital Outlay Sheriff Forfeiture Fund:

DESCRIPTION:	VENDOR:	PRICE:
Security Shields Bumper Guard LGT Power Connection Decals Radios Direct Lighting Lights/Sirens Power Connection	Laredo Muffler Shop GT Distributors Mobil Vision Visual Signs HGAC/Motorola Lawrence Marshall Villarreal Electric Motorola	\$ 4,835.00 \$ 1,039.50 \$ 1,223.80 \$ 4,800.00 \$47,800.00 \$ 3,869.85 \$ 5,490.72 \$ 2,598.50
	GRAND TOTAL:	\$71,657.37

- **59.** Discussion and possible action to solicit bids for annual contracts for Plumbing Supplies and Janitorial Supplies.
- **60.** Discussion and possible action to award/reject bid # 2004-57 CAA Self-Help, Julian Paiz \$13,650.00 and bid # 2004-58 CAA Self-Help, Isabel Palacios, Jr., \$23,008.00 Rehabilitation Projects to Noah's Construction Company in the total amount of \$36,658.00. [Account # 504-6500-7037-03 Contractual Housing Rehabilitation]
- **61.** Discussion and possible action to purchase equipment to be used by the DEA Task Force Investigators connected to the District Attorney's Office from G.T. Distributors in the amount of \$6,065.56. [Account # 169-1100-6224 Minor Apparatus & Tools]
- **62.** Discussion and possible action to participate in the Texas Building and Procurement Commission Federal Surplus Property Program (TBPC-FSP) and authorizing the Webb County Judge to execute all relevant documents.

# **RISK MANAGEMENT**

**63.** Presentation by the American Cancer Society regarding the 2004 "Relay for Life".

**64.** Discussion and possible action to authorize the following line item transfer:

From: 817-0105-6022 - Professional Services \$15,000.00

To: 817-0105-6702 – Safety Educ. Program \$15,000.00

# **ROAD & BRIDGE**

- **65.** Discussion and possible action to authorize the Road and Bridge Department Fund 010-7002 to fill the following slots:
  - Equipment Operator, slot # 675 at \$9.72/hr.
  - Maintenance Aide, slot # 1896 at \$8.29/hr.
  - Motor Grader Operator, slot # 1743 at \$10.95/hr.

# **SHERIFF**

**66.** Discussion and possible action to authorize the following line item transfers (General Fund):

From:	2001-5001 – Payroll	\$	43,000.00
То:	2001-6001 – Office Supplies 2001-6005 – Postage 2001-6011 – Training & Education 2001-6205 – Materials & Supplies 2001-6402 – Equipment Maint. 2001-6403 – Vehicle Maintenance 2062-6205 – Materials and Supplies	\$ \$ \$ \$ \$ \$ \$ \$	5,000.00 5,000.00 3,000.00
From:	2060-5001 – Payroll	\$^	175,000.00
То:	2060-6001 – Office Supplies 2060-6005 – Postage 2060-6011 – Training Education 2060-6205 – Materials & Supplies 2060-6401 – Repair & Maint. Building 2060-6402 – Equipment Maint. 2062-6502 – Janitorial Supplies 2062-6209 – Medicines 2062-6208 – Groceries	\$ \$ \$ \$	8,000.00 10,000.00 10,000.00 10,000.00 15,000.00 20,000.00 12,000.00 30,000.00

#### **EXECUTIVE SESSION**

- 67. Discussion and possible action related to litigation threatened by the Texas Commission on Jail Standards. [Executive Session is requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (Consultation with Attorney)]
- 68. Discussion and possible action related to Cause Number CVQ000450-D2, *Martha Escamilla & Maria Gloria Gonzales v. The City of Laredo*, In the 111<sup>th</sup> Judicial District Court of Webb County, Texas. [Executive Session is requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (Consultation with Attorney)]
- 69. Discussion and possible action to approve contract with Landata Technologies as per proposal submitted for "Restoration and Preservation of Webb County Clerk Records." [Fund 05 County Clerk Archive Fund and Fund 09 Webb County Clerk Records Management and Preservation Fund] [Executive Session is requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (Consultation with Attorney)]
- 70. Adjournment.

The Webb County Commissioners Court hereby reserves the right to go into executive session at any time during this public meeting, if such is requested by the County Attorney or other legal counsel for the County, pursuant to his or her duty under Section 551.071(2) of the Government Code, to consult privately with his or her client on an item on the agenda, or on a matter arising out of such item.

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Persons with disabilities who plan to attend this meeting and who may need auxiliary aid of service such as interpreters for persons who are deaf or hearing impaired, readers, or need large print are requested to contact the court administrator at (956) 523-4622.

DATED THIS	DAY OF MAY 20	04.		
By: LOUIS H. BRUNI WEBB COUNTY JU				
CERTI	FICATION OF NO	TICE AND POSTI	<u>NG</u>	
I, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Webb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the day of, 2004 and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.				
DATED THIS	_ DAY OF		, 2004	
COUNTY CLERK, WE	BB COUNTY, TEX	(AS		
BY:			_	